

**Shatin Tsung Tsin Secondary School**  
**Career Guidance Committee**  
**Activity Information**

<b>Responsible Unit:</b>	Hong Kong Association of Careers Masters and Guidance Masters Limited (香港輔導教師協會有限公司)、HKWPEA (香港女工商及專業人員聯會)	
<b>Activity Name:</b>	CGC11_52. Leadership Training Programme for Youngsters 2018-19 (青年領袖訓練計劃 2018-19)	
	52.1 Image Grooming	52.2 Company visit to China CITIC Bank International and Coaching of Job Interviewing Skills
<b>Date:</b>	01/12/2018 (Sat)	05/12/2018 (Wed, Day B)
<b>Time:</b>	3PM – 5PM	6PM – 8PM
<b>Place:</b>	Flat F, 19/F, King Palace Plaza, 55 King Yip Street, Kwun Tong, Kowloon 觀塘敬業街皇廷廣場 19 樓 F 室	China CITIC Bank International Limited (中信銀行(國際)有限公司) 18/F, Devon House, Taikoo Place, 979 King's Road, Quarry Bay, Hong Kong 香港鰂魚涌英皇道 979 號太古坊德宏大廈 18 樓
<b>Target:</b>	S.6 Students (Quota: 4 students)	S.6 Students (Quota: 10 students)
<b>Speaker:</b>	Ms. Priscilla Chan (Founder and Director of P.C. Image Consulting)	Mrs. Helen Kan (Executive Director & Alternate Chief Executive Officer of the China CITIC Bank International Limited)
<b>Content:</b>	<ul style="list-style-type: none"> <li>➤ What is an image</li> <li>➤ The importance of a professional image at work</li> <li>➤ Groomings</li> <li>➤ Dress code</li> <li>➤ Do's and Don'ts in dressing</li> </ul>	<ul style="list-style-type: none"> <li>➤ Introduction of job nature of a commercial bank, mainly in Corporate Banking and Retail Banking</li> <li>➤ Brief coaching and practice session on job interviewing skills</li> </ul>
<b>Application (Deadline):</b>	14/11/2018, 4PM	
<b>Enquiry:</b>	Ms. Wong Ka Wai (TRR)	
<b>Remarks:</b>	活動工作坊及參觀以廣東話以廣東話為主，輔以英語。	